



Chris Christie  
Governor

Kim Guadagno  
Lt. Governor

Allison Blake, PH.D., L.S.W  
Commissioner

JOB VACANCY POSTING

POSTING #:	164-14	ISSUE DATE:	December 19, 2014
TITLE:	FAMILY SERVICE SPECIALIST 2	CLOSING DATE:	January 2, 2015
LOCATION:	Department of Children and Families (DCF) Bergen/Hudson Area Office Gateway Plaza 2nd Floor 1 Harmon Meadow Blvd. Secaucus, NJ 07094		
POSITIONS:	1	RANGE:	P22
DISTRIBUTION:	DEPARTMENT WIDE	SALARY:	\$53,910.34 - \$76,393.06

**SCOPE OF ELIGIBILITY:** Open to employees of the Department of Children and Families who are permanent in a competitive title with underlying permanent State service as a LATERAL OPPORTUNITY.

**SPECIAL NOTE:** This position is part of the Area **IMPACT TEAM** and will be assigned to various local offices in the Area. The assignment will be determined by the Area Director to respond to fluctuations in intake reports. Therefore, this position will **require travel throughout the area. For this particular posting, it would INCLUDE traveling to the Hudson North, Hudson Central, Hudson South, Hudson West, Bergen South and Bergen Central Local Offices.**

The Impact Team will assist with addressing any surplus of cases and ensuring continuous services to families and children. It will involve conducting Child Protection Services and Child Welfare Service investigations and/or Intake related tasks and responsibilities. **Preference will be given to those who have a minimum of one year Intake experience.**

**DEFINITION:** Under direction of a Supervising Family Services Specialist 2 or other supervisory official in the Department of Children and Families, performs field and office work to:

- screen allegations of child abuse and/or neglect; and/or
- initiate or conduct various types of investigations including child welfare assessments or abuse and/or neglect referrals in problematic high risk family situations, in-home supervision, residential placement, assessment, recruitment, and placement in resource family/foster homes, adoption related work and placement supervision; and/or
- manages various aspects of court involved cases; and/or
- refers families for services; and/or
- facilitates Family Team Meetings; and/or
- collects, records and analyzes significant facts, draws conclusions, and determines appropriate action;
- does other related duties.

REQUIREMENTS

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree.

**EXPERIENCE:** One (1) year of experience in professional social work, direct support counseling, guidance, or case management involving high risk child abuse and neglect or other problematic situations involving counseling services to clients with social, emotional, psychological, or behavioral problems including gathering and analyzing information, determining needs, and planning and supporting and/or carrying out treatment plans.

**NOTE:** A supervised social work field placement of three hundred (300) hours serviced through an accredited college or university or performed in a social service agency may be substituted for the indicated experience.

**NOTE:** A Master's degree in Social Work, Psychology, Guidance and Counseling, Divinity, Marriage and Family Therapy, or other related behavioral science area may be substituted for the indicated experience.

**NOTE:** Applicants who do not possess the required degree may substitute additional professional case management experience on a year for year basis with one (1) year of experience being equal to thirty (30) semester hour credits.

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

**NOTE:** APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

IMPORTANT NOTICE

**RESIDENCY** - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

Electronic Filing:

Forward a cover letter and resume electronically to:

**Felicia.Copper@dcf.state.nj.us**

Include the Job Posting # in the subject line of your email.

Alternate Filing:

If unable to file electronically, applicants may forward a cover letter and resume (including Job Posting #) to:

**Felicia Copper, Regional Personnel Coordinator**  
**Department of Children and Families (DCF)**  
**Bergen/Hudson Area Office**  
**Gateway Plaza 2nd Floor**  
**1 Harmon Meadow Blvd.**  
**Secaucus, NJ 07094**  
**Confidential Fax: 201-864-4162**